



Wyoming Department of Education

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MEMORANDUM TO SUPERINTENDENTS NO. 2012-178

TO: School District Superintendents
Assessment Coordinators
Institutional Leaders

FROM: Jessica Steinbrenner, Assessment Operations/ACT Program Manager

DATE: December 17, 2012

SUBJECT: High School Assessment Updates

IMPORTANT- Corrected ACT Help Desk Email Address Please Share

Under the Wyoming Accountability in Education Act (WAEC), the ACT suite of assessments (Explore, Plan, ACT Plus Writing, and Compass) will be administered statewide in grades 9 – 12 in the spring of 2013. Below is an update on the logistics for each assessment for this year's administration.

Explore/Plan (9th & 10th grade, respectively):

- **Materials:** Materials will be ordered by WDE (based on WDE 684 snapshot data) and shipped to schools no later than April 1st. This shipment will include Pre-ID labels and testing materials (including an overage).
- **Accommodations:** Accommodations for Explore and Plan are to be determined by a student's IEP or 504 Plan. These accommodations do not need to be submitted for ACT approval.
- **Training:** WDE and ACT staff are planning training sessions, including at least one webinar and a separate live, online Q & A session approximately one month prior to the administration of the assessments. The webinar will be archived and available on the ACT state testing website: <http://act.org/aap/wyoming/>

ACT Plus Writing (11th grade):

- **Materials:** Preliminary orders for ACT Plus Writing materials were made in October (by school staff via the ACT online system noted in the establishment packet). Between February 4 and 8, schools will confirm grade 11 enrollment online.
- **Accommodations:** For students who require accommodations and would like to receive a valid college reportable score, schools must apply *and be approved* to receive ACT approved accommodations. The application form was sent to schools in their establishment packets in October. Students who require accommodations but have not had those accommodations

approved by ACT will still be allowed accommodations specified in their IEP or 504 Plan, but they will not receive a college reportable score. However, their scores will be used for state and federal accountability.

- **Important: The application for ACT approved accommodations is due January 25. No late applications will be accepted.**
- **Training:** There are two training webcasts available on the ACT state testing website – one for Test Accommodations Coordinators and one for Test Administrators. Additional Q & A sessions are scheduled for January 29th and February 12th; please watch the WDE assessment website for forthcoming details on times and log-in information. Refer to the orange Checklist of Dates from your establishment packet for all key dates related to the ACT.
- **Other:** The Department is working with national experts to establish proficiency cut scores for the ACT Plus Writing per requirements of ESEA. These will be published to the WDE website in the spring.

Compass (12th grade):

In conjunction with ACT, WDE is piloting the Compass in several districts to ensure the assessment is implemented without technical issues statewide in the spring. Meanwhile, we are providing the information below in advance of the spring window so you can ensure your buildings are ready and have appropriate technology available for the assessment.

- **Technology:** Information on the technology requirements for the Compass assessment can be found at <http://www.act.org/Compass/tech/>.
 - **PLEASE NOTE: Compass will NOT run on a Mac or other Apple computers.**
- **Accommodations:** Compass is a computer-adaptive, multiple-choice, untimed assessment; therefore, students with limited or impaired vision and those with sensorimotor or cognitive impairments may be provided a trained reader to read the passages and test questions and/or navigate through the test screens. Approval from ACT is not necessary for these accommodations.
- **Training:** There will be training available for administration of the Compass; please watch the WDE assessment website for information on the dates and times for these sessions.

Please note that alternate assessments for students with significant cognitive disabilities will be available in 2013 for grade 11 only. WDE is working to develop alternates for grades 9, 10, and 12, but these will not be ready for implementation this spring.

For a Wyoming-specific program summary comparing each of the ACT assessments, please review the attachment or visit http://www.edu.wyoming.gov/sf-docs/assessments/act-assessment-overview_wy-2013.pdf?sfvrsn=2. Please contact the ACT help desk at acthelpdesk@act.org (800-645-1992) or contact Jessica Steinbrenner at jessica.steinbrenner@wyo.gov (307-777-8568) with any questions.